



Washington
Headquarters
Services

Building Circular



No. PBA 79-38 Date: September 26, 1979 Expiration: September 30, 1980

SUBJECT: Assessment of Parking Fees

Purpose. This circular prescribes procedures for the assessment of charges for the use of Pentagon parking spaces.

Authority. Office of Management and Budget Circular No. A-118, Federal Employee Parking Facilities; Federal Property Management Regulations (FPMR Temporary Regulation D-65); and the Federal Property and Administrative Services Act (40 U.S.C. 490) are the authority for the parking charges which are outlined in this circular.

Parking Charges. Except as modified in this Circular, Pentagon Administrative Instruction No. 6, Federal Employee Parking Program, remains in full force and effect. During the month of October 1979 and each month thereafter, a monthly parking fee will be collected in advance for the use of Pentagon parking spaces. This charge is determined by GSA on an annual basis and is equivalent to the fair monthly rental value for the use of comparable commercial facilities in the area. For the period beginning November 1, 1979 through September 1981, the charge will be assessed at one-half the established GSA rate after which the full rate will go into effect. Effective November 1, 1979, the Pentagon parking fee will be \$10.00 per month through September 30, 1980.

Exemptions. Certain categories of employee parking and vehicles will be exempt from parking fees as follows:

1. Shift and weekend duty employees. Shift employees are those whose scheduled duty hours are established as a shift starting or ending outside of an agency's normal working hours. This category includes employees on "swing or midnight" shifts, but not employees on flexitime or overtime.
2. Visitor Parking. Visitors will be exempt from a parking fee up to a limit of three hours.
3. Handicapped personnel driving vehicles specially constructed or permanently modified.
4. Personnel on temporary duty not to exceed two weeks.
5. Reserve component personnel during annual two weeks active duty.

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6. Government-owned and leased vehicles.
7. Vanpools (consisting of 8-15 people) until September 30, 1981.
8. Two-wheeled vehicles.


Fee Collection/Procedures. On October 3, 1979, a Parking Fee Collection Office will be established at the South end of the Concourse opposite the stage, Room 2E165. Fees will be collected in accordance with the attached Fee Payment Schedule which should reduce waiting time to a minimum. All fees will be payable monthly in advance and must be in the form of cash.

All holders of valid Pentagon parking permits except those exempted above are responsible for paying the fee required for use of the parking lots. In the case of carpools, any bonafide member of a carpool may pay the fee in accordance with the Fee Payment Schedule. At the time of payment, a paid parking sticker for the month will be provided the payer for placement on the front upper left corner of valid Pentagon parking permits. Each subsequent monthly sticker will be placed directly over the previous sticker. With the implementation of paid parking, only one parking permit will be issued to a carpool or individual.

Receipting Procedures. Receipt forms (DOD Parking Record/Receipt, DD Form 2213) for paid monthly parking stickers are available in all organization Parking Control Offices, the Central Control Office, and at the Mall, River, and Concourse Information Desks. All non-exempt personnel are required to complete this form prior to the scheduled payment date. This is a three part form and a copy will be given to each payer as a receipt of payment.

Enforcement. Effective November 1, 1979, the Federal Protective Service Police will issue a violation notice for any vehicle not displaying a parking permit with an appropriate monthly paid parking sticker affixed thereto.

Attachment


PAUL K. HASELBUSH
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Pentagon Area

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